

MANAGER OF WAREHOUSE OPERATIONS
VICTORIA, BC
JOB POSTING
SALARY RANGE \$80,000 - \$90,000 (CDN)

Our client, Hourigan's Flooring, is a well-established Vancouver Island-based private business offering innovative, high-quality sustainable solutions for the residential and commercial construction industry. Hourigan's has established a reputation for excellence and value and is committed to providing the resources and environment to allow its employees the autonomy to make good and timely decisions to satisfy the unique needs of each customer. This organization is on a steady growth trajectory and is looking for a **Manager of Warehouse Operations** to play a key role in the accommodation and operational planning for that growth. Based in beautiful Victoria, BC, the company has over 40 employees comprised of professional, administrative and skilled trades workers.

ABOUT THE ROLE

As the key point of contact for warehouse activities, you will be recognized as a flexible, patient and collaborative leader with strong warehouse experience. This is an excellent opportunity to join a respected and growing company that prioritizes both customer satisfaction and employee wellbeing as core elements of its business philosophy. The Manager of Warehouse Operations will work closely with staff and management to support departmental needs and provide guidance on all Warehouse operations while implementing best practices, and fostering a safe and efficient work environment.

KEY AREAS OF RESPONSIBILITY

- Manage day-to-day warehouse operations, including inventory control, shipping, receiving, and logistics
- Provide direction, coaching, and support to warehouse staff
- Designate and manage projects and monitor results
- Provide assistance and coordination to customers, workers and internal sales reps
- Primary contact and problem solver for daily warehouse operations
- Coordinate and oversee projects and cycle counting
- Provide daily and weekly reports
- Attend adhoc sales meetings
- Driving, delivery, and lifting responsibilities as needed
- Participate in the planning and management of company growth
- Identify opportunities for process efficiencies and cost savings
- Monitor and enforce safety protocols and ensure compliance with company standards

REQUIRED EDUCATION AND EXPERIENCE

- High school graduation or GED
- Minimum five years of warehouse experience/background, including forklift experience and certification
- 3-5 years management or supervisory experience
- BC Driver's License
- Flexibility and a sense of responsibility to their team and the company as a whole
- Reliable
- Excellent customer service skills
- Excellent problem-solving skills
- Good computer skills
- Ability to work cooperatively with multiple personality types and effectively interact with employees at all levels of the organization and work with a variety of people from diverse backgrounds
- Ability to work under pressure with tight timelines and able to change direction on the fly
- Ability to lead and motivate others
- Entrepreneurial mindset, self-starter who takes initiative and enjoys task ownership
- Motivated and collaborative team player with good delegation skills
- Excellent written, verbal and interpersonal skills
- Strong time management skills and able to manage competing priorities in a fast-paced environment
- Familiar with the BC Employment Standards Act and other employment or health and safety legislation
- Ability to lift in excess of 50 pounds

WHY JOIN THIS COMPANY

- A stable, respected employer with a strong growth trajectory
- A company culture that values its people as much as its customers
- Opportunities to grow your career while contributing to meaningful, sustainable work
- Work in one of Canada's most beautiful cities — Victoria, BC

WE OFFER

- Extended health and dental package
- 3 weeks paid vacation per annum
- Full Time permanent position

Diversity, equity and inclusion is a core value of our client, one that is strongly supported and demonstrated throughout the organization. All qualified applicants will be given fair and equal consideration regardless of ethnicity, race, sexual orientation, gender identity and expression, culture, disability, nation of origin, age, or religion.

TO APPLY

If you are looking for the next step in your Operations career as well as a desire to work in a fast-paced, dynamic and growing environment, we encourage you to bring your knowledge and experience and apply for this position! Please submit a resume and cover letter with **Manager of Warehouse Operations** in the subject line of your email, outlining why you are interested in this role to: careers@chemistryconsulting.ca